

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT				1. CONTRACT ID CODE		Page 1 of 8	
2. AMENDMENT/MODIFICATION NO. 0002		3. EFFECTIVE DATE 05/13/2004		4. REQUISITION/PURCHASE REQ. NO. FIN0400013		5. PROJECT NO. <i>(If applicable)</i>	
6. ISSUED BY AO801 Office of Procurement 359 Ford HOB Washington, DC 20515		CODE AO801		7. ADMINISTERED BY <i>(If other than Item 6)</i>		CODE	
8. NAME AND ADDRESS OF CONTRACTOR <i>(No., street, county, State and Zip Code)</i>				(X)		9A. AMENDMENT OF SOLICITATION NO. OPR04000432	
				(X)		9B. DATED <i>(SEE ITEM 11)</i> 04/19/2004	
						10A. MODIFICATION OF CONTRACT/ORDER NO.	
						10B. DATED <i>(SEE ITEM 13)</i>	
CODE		FACILITY CODE					

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☒ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☒ is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:

(a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA *(If required)*

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS.

IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
<input type="checkbox"/>	
<input type="checkbox"/>	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14.
<input type="checkbox"/>	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
<input type="checkbox"/>	D. OTHER <i>(Specify type of modification and authority)</i>

E. IMPORTANT: Contractor ☐ is not, ☐ is required to sign this document and return _____ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION *(Organized by UCF section headings, including solicitation/contract subject matter where feasible.)*

a. To respond to vendor questions, replace Attachment 1, Detailed Statement of Work_v2 in its entirety with Detailed Statement of Work_v3, and change to several clauses.

b. All other terms and conditions remain unchanged.

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER <i>(Type or print)</i>		16A. NAME AND TITLE OF CONTRACTING OFFICER <i>(Type or print)</i> William L. Dellar	
15B. CONTRACTOR/OFFEROR <i>(Signature of person authorized to sign)</i>	15C. DATE SIGNED	16B. U.S. HOUSE OF REPRESENTATIVES BY _____ <i>(Signature of Contracting Officer)</i>	16C. DATE SIGNED

Line Item Summary		Document Number OPR04000432/0002	Title FSR Systems Integration Services			Page 2 of 8	
No Funding Information							
Line Item Number	Description	Delivery Date (Start date to End date)		Quantity	Unit of Issue	Unit Price	Total Cost
Performance Period Dates are place holders only and will be adjusted upon contract award.							
No Changed Line Item Fields							
				Previous Total:			
				Modification Total:			
				Grand Total:			

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SECTION A -- SOLICITATION/CONTRACT FORM

A.1 SUMMARY OF CHANGES

Clause 'HC.7.009 - Key Personnel' has been edited.

The free form item 'LIST OF ATTACHMENTS has been edited.

Clause 'HC.13.001 - Evaluation Factors for Award' has been edited.

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SECTION G -- CONTRACT ADMINISTRATION DATA

G.1 HC.7.009 KEY PERSONNEL

MAY 2001

The contractor shall assign key personnel by name and title. The contractor represents that the following individual(s) are key personnel who will provide the services to the House in connection with this contract. At a minimum, the contractor shall designate a program manager , project manager, functional lead, technical lead, and change management lead as key personnel.

For each personnel please provide the following information: individual's name, title, telephone number, and e-mail address.

The contractor shall make no substitutions of key personnel unless the substitution is necessitated by illness, death, or termination of employment or requested by the CO. Contractor personnel assigned to this contract as Key Personnel are subject to approval of the CO. The contractor must notify the contracting officer (CO) of changes to the key personnel 30 calendar days prior to removal from the contract. Replacement personnel must be accepted in writing by the CO. The CO may require substitution of key personnel from contractor, and may require additional personnel to be added to the project. Proposed substitutes to key personnel must have qualifications equal to or better than those approved at the pre-award stage and be accepted, in writing, by the CO. The CO will notify the contractor after receipt of all required information (including resumes of substitutes) of the decision on substitutions within 10 business days.

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SECTION J -- LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS

J.1 LIST OF ATTACHMENTS

Attachment 1	Detailed Statement of Work_v3	69 pages
Attachment 2	Compliance Matrix _v2	95 pages
Attachment 3	FSR System Requirements Specification Version 2.1 of December 15, 2003	45 Pages
Attachment 4	Affirmation of Non-Disclosure	1 Page
Attachment 5	System Development Life Cycle Policy (3/24/99)	32 Pages

All attachments may be downloaded from Office of Procurement web site

<http://www.house.gov/cao-opp/currentsol.htm>

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SECTION M -- EVALUATION FACTORS FOR AWARD

M.1 HC.13.001 EVALUATION FACTORS FOR AWARD

JULY 2001

The House intends to make a single award to offeror whose proposal meets the minimum requirements as stated in this RFP.

The House will conduct an initial review of Offeror's written proposals to determine if the qualifications of the key personnel and proposed staffing meet the House requirements. Proposals satisfying this criterion will then be thoroughly reviewed. Following this process, those Offeror's whose proposals are identified as best meeting the needs of the House will be asked to conduct an oral presentation detailing their proposed solution. The evaluation criteria for both the in depth written evaluation as well as for the oral presentation are (listed in no particular order) as follows:

- o Qualifications of Potential Offeror's key personnel and personnel approach
This includes expertise in Federal sector financials, experience in implementation of proposed software solution, and experience using the proposed implementation method and approach.
- o Past performance and references
- o The ability of the Potential Offeror's solution to meet the House's functional requirements
- o The ability of the Potential Offeror's solution to meet the House's system requirements
- o Potential Offeror's familiarity with the Federal sector and the House environment
- o Potential Offeror's management approach
This includes the approach to program and project management, risk management, and change management as well as access to senior management.
- o Potential Offeror's corporate capabilities
This includes the Potential Offeror's long-term viability, experience in Federal financials and proposed software, and organizational strength and weaknesses
- o Potential Offeror's technical approach
This includes proposed tool and methods as well as the proposed approach to integration, extensions/customizations, transition to sustainment, and training
- o Potential Offeror's cost proposal

Those selected to participate in the oral presentations will be notified as to when they will participate. The dates of these oral presentations will be randomly selected and no exceptions to the schedule will be permitted. These oral presentations will take place at the Washington, D.C. Capitol Hill Campus.

The intent of the oral presentations is to have the Potential Offerors feature key elements of their solution and why it would provide the best overall value to the House.

The following instructions are intended for those who will participate and are considered complete.

- o Each presentation will be 4 hours.
- o Each presentation will be split into two sessions
- o Each session will be two hours, consisting of a one hour presentation and a one hour question and answer period
- o Session one will focus on program management and the House environment
- o For session one the Potential Offeror is only allowed to have the following participants
- o Project Manager
- o Change Management Lead
- o Functional Lead
- o Participant of choice
- o Session two will focus on implementation of the system (functionally and technically)
- o For session two the Potential Offeror is only allowed to have the following participants
- o Project Manager
- o Functional Lead
- o Technical Lead
- o Participant of choice
- o The presentation must be conducted so an audience of 20-30 people may participate.
- o The presentation must be in electronic and paper format.

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- o The intent is to have a presentation displayed from a PC/Laptop through a LCD Projector.

**House of Representatives FSR Systems Integration Services
Solicitation OPR04000432
Responses to vendor questions**

QUESTION 1

Reference: Due to the additional complexity of the pricing requirements outlined on pages 31 and 32 of the Detailed Statement of Work V2, and, in particular, the pricing by each CLIN/deliverable category as requested in footnote 7, we would like to request an additional two week extension to the time of proposal submission, which would be June 7.

RESPONSE – No

QUESTION 2

Reference: [Amendment 0001] QUESTION 10

Reference: Section 9.1 - "Integration Deliverables"

According to section 7.3 this section requires a detailed description of all deliverables and mapping to the House SDLC. Is there any word limit for this section?

However Section 9.1 does not have a word count limitation for the "Integration Deliverables" head section. Referenced subsections 7.1.1-10 do have response instructions, however from the description of the content in 7.3 it is evident that the House is looking at content that is not contained in the other subsections (Deliverable descriptions, many descriptive attributes of the deliverables and mapping to the SDLC). Depending on the number of deliverables, this description may require a good amount of text.

RESPONSE – See Amendment 0002 revised Attachment 1. Section 9.1 now accounts for the deliverables format of section 7.3. Section 7.3 now has the following language along with a table:

"The following format should be used for mapping integrator deliverables to House SDLC deliverable category: The table should have one row for each integrator deliverable and should be grouped by House SDLC deliverable category. The comment column is optional and may be used to provide additional information as needed."

QUESTION 3

Reference: I realize that you are likely to get many large e-mail's on the 24th. The financial information that we are required to submit as mandated in section K of the solicitation (annual statements, 10-K's and proxy statements) is quite large for our company. Even zipped, it is 5MB. I can easily send that to you in advance. It is ready and can be sent out immediately. Our response also contains linked references to these documents which are available to the public over the internet, so if you wish to waive the requirement that they be submitted, they can be included by reference. Whatever works best for you.

RESPONSE – Send it as a separate email at the time of the proposal due date. Please provide a reference on each email (E.g., 1 of 3, 2 of 3, and 3 of 3).

QUESTION 4

Reference: CLIN 9 Retail Sales - p 18, section 2.3 indicates that the House is currently underway to replace MCBA/Synchronics. The RFP asks the integrator to bid integration services however the RFP does not include what the new replacement product is. Can the House provide the replacement product and identify potential methods available to integrate with this product?

RESPONSE - The scope of CLIN 9 is limited to the configuration of the FSR software. Any configuration changes required to allow the Point-of-Sale (POS) replacement product to meet the standard interface configurations of SAP or PeopleSoft for POS are not in scope.

QUESTION 5

Reference: CLIN 11 - Data Warehouse Implementation - page 23. CLIN 11 is dependent upon the analysis and recommendations of CLIN 10. What are the requirements that the integrators should use for proposing a price estimate for CLIN 11?

RESPONSE – For CLIN 11 (data warehouse implementation), Offerors only need to provide labor categories and labor rates. Total pricing (fixed and not-to-exceed) as well as pricing for each deliverable category will be developed after CLIN 10 is complete, at which time the House will have specific requirements for the data warehouse implementation.

QUESTION 6

Reference: The house has also changed the requirements for completing the compliance matrix. The HoR is now requesting an LOE for each requirement that is not "fully compliant". Additionally, for each requirement not fully compliant, the LOE must be broken down into design, code and test.

RESPONSE – The level of effort has been in the matrix since the beginning. What has changed is that we have requested breaking out the level of effort into design, development, and testing.